



PREPARED BY  
LSL, LLP  
Certified Public Accountants  
License Number 2584

## PROPOSAL PRESENTED TO

# Town of Truckee

## RFP - Professional Auditing Services

Date of Submission: May 4, 2026

Valid for 90 Days

### Authorized by:

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## 2. Introduction

May 4, 2026

Town of Truckee

Delivered Via Email: [truckee@townoftruckee.gov](mailto:truckee@townoftruckee.gov)

Dear Proposal Evaluation Committee,

**LSL, LLP** (“LSL”) is pleased to present our proposal for Professional Auditing Services, and we value the opportunity to demonstrate our professional qualifications and commitment to excellence to the Town of Truckee (“Town”).

This proposal details our understanding of the scope of work outlined in the Town’s RFP and showcases our firm’s experience, knowledge, and creative problem-solving capabilities in governmental auditing. We understand that the Town of Truckee is seeking a qualified firm to audit the Town’s annual comprehensive financial report (ACFR) for the fiscal years ending June 30, 2026, through June 30, 2028, with the option, by mutual agreement, to extend the engagement for up to two additional fiscal years, through the end of June 30, 2030. This includes other financial audits and agreed upon procedures (AUP).

At LSL, our Government Services team isn’t just another department – it’s the backbone of our firm. With a robust team of 60+ audit and consulting professionals, we bring decades of experience and highly specialized industry knowledge dedicated to serving state and local governments across the United States. Our expertise has shaped efficient procedures and streamlined work plans that deliver results. We proudly serve over 100 municipal clients including counties, cities, water and electric utility districts, and special-purpose government agencies. Our dedicated government sector encompasses the following major classifications: attestation, compliance, consulting, outsourced accounting and reporting, year-end close assistance, interim staffing, strategic planning, and tax services. With unequaled government experience, we are confident that LSL is the best-qualified accounting firm for the Town.

Our government assurance team specializes in high-quality governmental audits aligned with GAAS and current GASB pronouncements. We prioritize accuracy and thoroughness while ensuring timely report delivery. Our commitment to effective collaboration and transparency with the Town safeguards the integrity of its financial reporting and compliance with all regulatory requirements.

## AUTHORIZED REPRESENTATIVE

Ryan Domino, CPA, Partner, is the designated Engagement Partner who will serve as the primary point of contact for this proposal. He is authorized to make representations on behalf of our firm and can be reached directly by phone at (714) 592-1814 or by email at [Ryan.Domino@lslcpas.com](mailto:Ryan.Domino@lslcpas.com). Please contact Ryan for any clarification or contract negotiations related to this proposal.

We affirm that our proposal fully aligns with all terms, conditions, and requirements outlined in the Town's RFP. Our proposal is a firm and irrevocable offer for ninety (90) calendar days following the closing date of the receipt of proposals.

We welcome the opportunity to discuss any aspect of our proposal to ensure your complete satisfaction.

Sincerely,



Ryan Domino, CPA, Partner  
LSL, LLP  
500 Capitol Mall, Suite 2350  
Sacramento, CA 95814  
Telephone: (916) 503 - 9691  
Direct: (714) 592-1814

### 3. Proposal Evaluation Criteria

#### 1. EXPERIENCE

##### History & Size

LSL, LLP is a limited liability partnership and is not a wholly owned subsidiary of a parent company. LSL was established in 1929 and has grown as a leader in the government sector. Our full-service accounting firm is powered by a dynamic team of 15 partners, 4 principals, and 180+ employees.

##### Location



##### Irvine, CA

500 Technology Drive, Suite 350  
Irvine, CA 92618  
Phone: (949) 829-8299

##### Sacramento, CA

500 Capitol Mall, Suite 2350  
Sacramento, CA 95814  
Phone: (916) 503-9691

##### Phoenix Metropolitan Area, AZ

950 W. Elliot Rd., Suite 110  
Tempe, AZ 85284  
Phone: (480) 424-7855

##### The Woodlands, TX

21 Waterway Avenue, Suite 30089  
The Woodlands, TX 77380  
Phone: (936) 828-4587

We regularly share staff and resources across our offices to leverage the virtual footprint of our government team that spans across the United States. This collaborative approach ensures that you receive the highest level of industry-specialized service while maintaining a streamlined, reliable audit and comprehensive coverage.

##### LSL's Government Team Resources

Our governmental staff consists of three (3) Partners, one (1) Director, four (4) Senior Managers, eight (8) Managers, nine (9) Supervisors, and twenty (20) Professional Staff.

LSL will not be subcontracting any portion of the Town's audit. All staff assigned to the audit portion of the engagement will be employed by LSL on a full-time basis and have extensive experience providing auditing services for cities, counties, and special-purpose government agencies.

Our educational programs are designed to provide our team members with the knowledge and skills necessary to deliver high-quality services to our clients. We offer a variety of training opportunities, including those provided by CalCPA, AICPA, Government Audit Quality Center, and Government Finance Officers Association (GFOA).

### **Current List of Municipal Clients**

A current list of municipal clients can be found in **APPENDIX A – CURRENT LIST OF MUNICIPAL CLIENTS**, which includes LSL’s most significant engagements conducted within the last five (5) years that are similar to the engagement described in this request for proposal.

### **Work Plan & Audit Schedule**

#### **Government Auditing Standards**

LSL understands its responsibilities to perform audits and issue opinions on the Town’s financial statements as well as its fair presentation. Our financial audits are performed in accordance with the Generally Accepted Government Auditing Standards (GAGAS) issued by the Comptroller General of the United States, and our Single Audits are performed in accordance with the requirements of the Uniform Guidance. We will also evaluate the Town's internal control system and provide recommendations for growth and improvement.

#### **Project Management Methodology**

The LSL team holds itself to a high standard for timely delivery and effective communication of key milestones. We understand the importance of being responsive and communicative with our clients, and we are committed to being available on a day-to-day basis to address any questions or concerns that may arise throughout the engagement. Areas of concern and potential findings will be communicated to the Town as soon as they are discovered to mitigate any surprises throughout the audit.

At the beginning of the engagement, we will hold a planning meeting with you to determine the timeline, expectations, and desired outcome of the agreement on the issuance of financial statements. Throughout the process, we will have periodic meetings with you to provide updates and discuss progress. Upon award of contract and per the Town’s requested timeline, LSL will work closely with the Town to develop an audit plan and timeline to ensure compliance and timely deliverables.

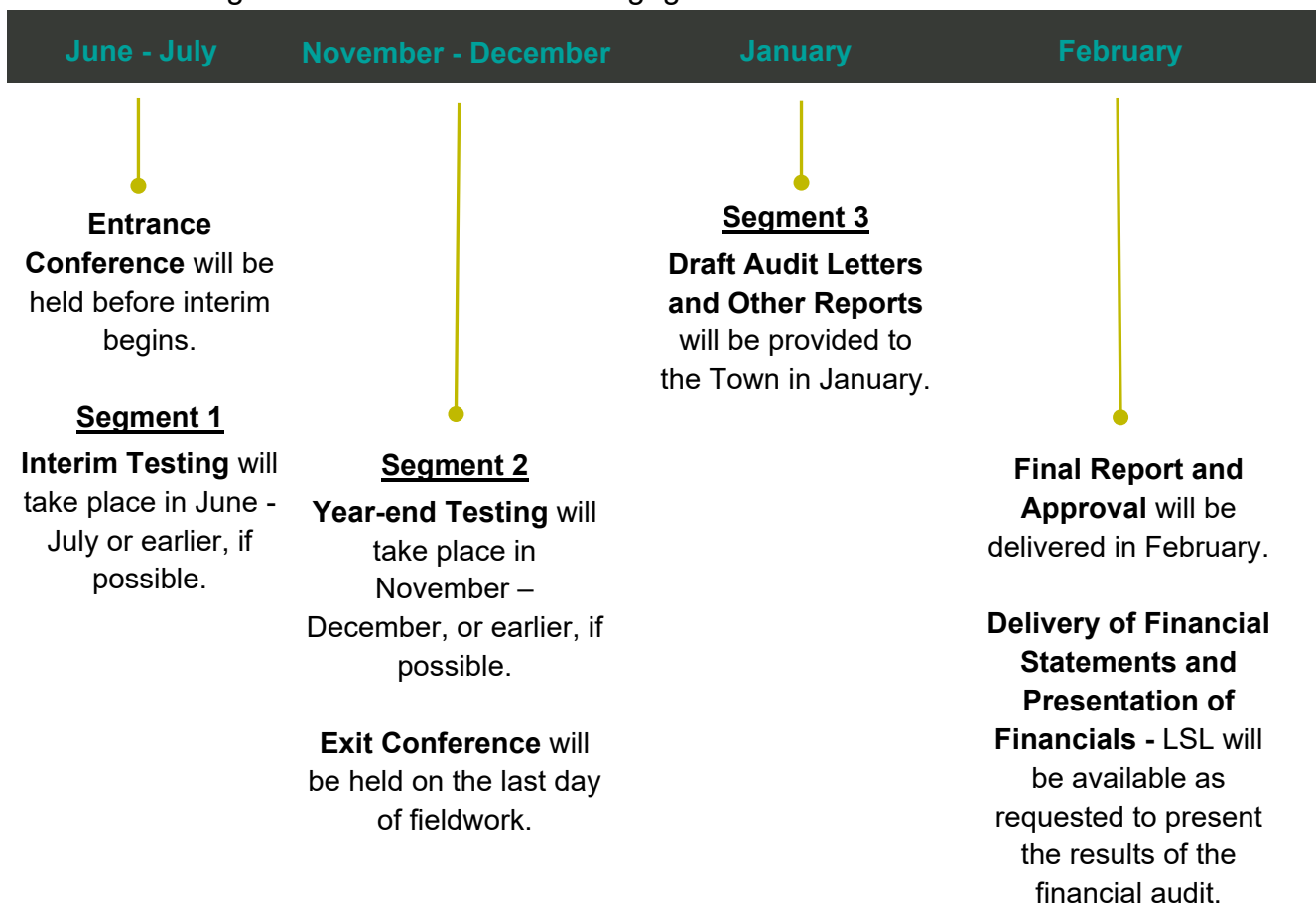
As part of the Scope of Work and time requirements, we assume that the Town will provide all necessary information needed to complete the audit(s). We will proactively identify and communicate any pending information from the Town that could hinder our ability to complete the objectives of the engagement in a timely manner.

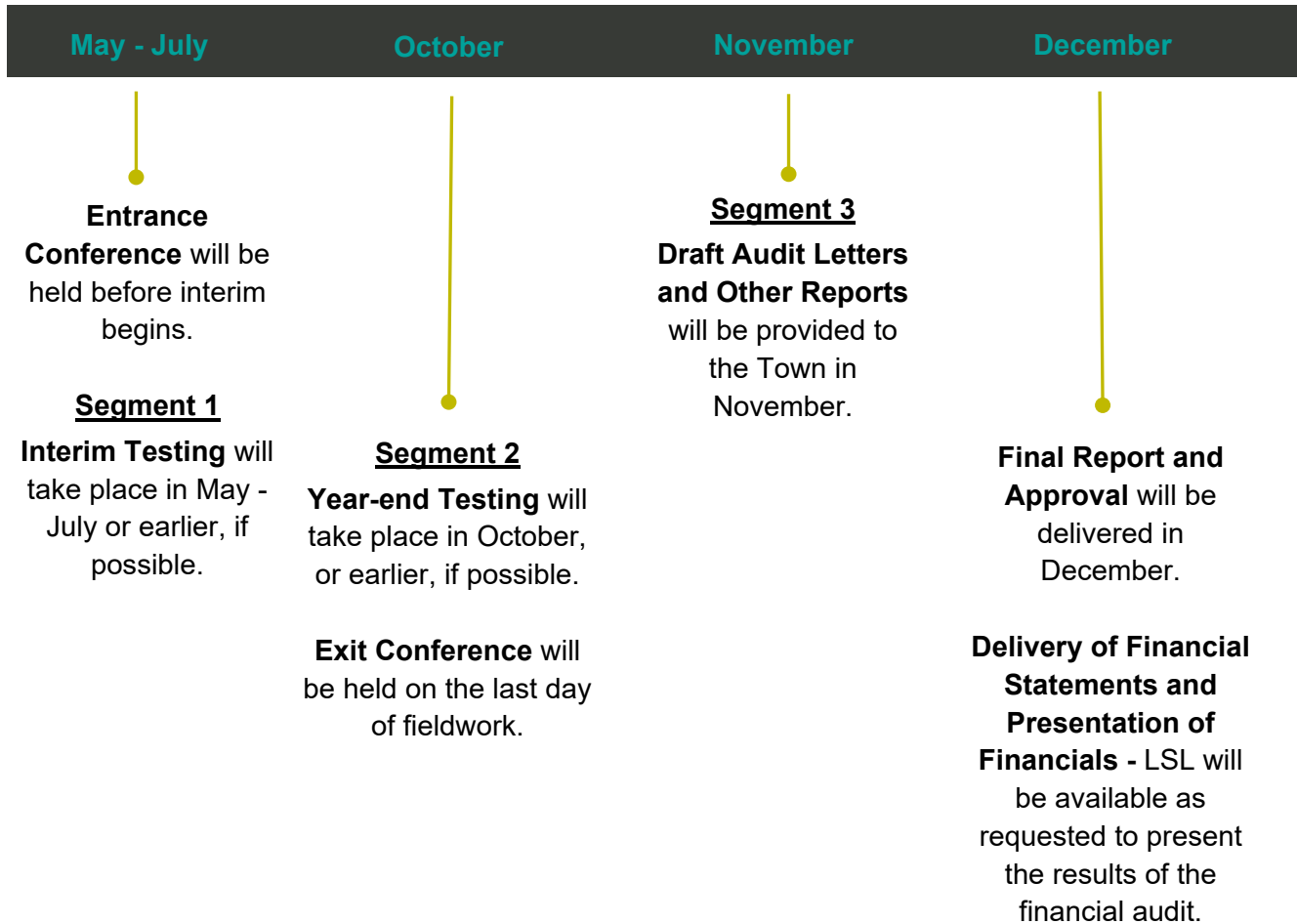
## Quality Management System

LSL's Quality Management System fully complies with the AICPA's Statement of Quality Management Standards No. 1 and showcases our unwavering commitment to excellence in audit and assurance services. Designed to meet and exceed industry standards, our framework integrates robust risk management, ethical compliance, and continuous improvement across every engagement. With clear policies for governance, client relationships, resource allocation, and performance monitoring, our system empowers every team member to deliver reliable, high-quality results. By fostering a culture of transparency, accountability, and innovation, LSL ensures clients receive exceptional service and peace of mind, backed by proven processes and a dedication to quality at every level.

## Project Schedule

LSL assumes under the time requirements that the Town will have closed its books and will present the LSL team with general ledger balances that are auditable prior to the start of fieldwork. A sample timeline is provided on the following page displaying the key stages of the audit and the deliverables for the first year of the engagement term, and an additional sample schedule following for the remainder of the engagement term.





### Proposed Work Plan

At LSL, we use a governmental audit program that will be tailored to the Town's operations to accommodate its specific circumstances and organizational structure. LSL's audit programs are organized by financial statement category, which we believe is the most effective and efficient approach to substantially reduce the risk of omitting important procedures. Our approach is designed to increase audit efficiency by linking financial statement assertions, audit objectives, and procedures that are basic to most governmental audit engagements.

### Proposed Segmentation

Our audit services will be divided into the three succeeding segments:

- Segment 1 – Planning and Obtaining an Understanding
- Segment 2 – Financial Audit Testing
- Segment 3 – Conclusion

## Segment 1 – Planning and Obtaining an Understanding

LSL will provide an annual audit communication letter, engagement letter, and Government Audit Quality Center Information letter. The audit communication letter is to be provided to the Town Council and/or Board of Directors and can be communicated orally to those charged with governance, if requested, where we will discuss planning stages, responsibilities of the Town Council and/or Board of Directors, Auditors, and Management, and provide an opportunity to communicate with us as the auditors.

An entrance conference will be scheduled prior to the agreed-upon week of interim testing to ensure that the transition to new auditors is as seamless as possible. Discussions in this meeting include, but are not limited to, an understanding of reports and key milestones for deliverables, prior audit reportable conditions and issues, and “Prepared by Client” (PBC) schedules.

A trial balance is requested for our planning meeting to assist the LSL team in obtaining knowledge of economic conditions, industry elements, and new standards that may affect the Town. We will compile a list of PBC items based on our review of the prior year's financial statements and the gathered information that will be provided to the Town one month prior to testing or earlier if requested. We operate on a paperless software system and provide a secured cloud-based portal for all clients. The Town will have a separate folder that can be customized to organize, and upload requested schedules, support documents, etc.

After interim testing, we will hold an exit meeting to discuss potential weaknesses, if any, and provide feedback for improvements or valuable information gathered from any outside clientele that would benefit the Town.

## Segment 2 – Financial Audit Testing

Based on the information gathered thus far, we will utilize a customized audit program based on the risk assessment developed during our assessment of the Town's internal controls and *Government Auditing Standards*. The primary benefit of a tailored program is a focused set of procedures to address relevant areas. We believe that this approach is both effective and efficient and is critical to compliance with other material laws and regulations.

We will annually compile another customized PBC list for the year-end testing provided at least one month prior or earlier if requested. We will request trial balances from the Town for our analytical review to be provided one week before testing is scheduled to commence. Year-end testing will include testing of the balance sheet, revenue and expenditures accounts, confirmation of selected balances, analytical procedures, evaluation of the internal controls, and preparation of reports and letters.

### Segment 3 – Conclusion

Based on our year-end exit meeting we will discuss a plan to finalize the financial statements according to the timetable of the Town. We will schedule dates for the initial and final drafts including time for LSL’s and the Town’s review and approval of the financial statements. This period will also account for review by the engagement partner and quality assurance partner. After the review and receipt of the signed Representation Letter from the Town, LSL will provide a final report on the mutually agreed upon date(s) each year.

### Level of Staff Assigned and Number of Hours to be Assigned

Segment/Task	TOTAL PROPOSED HOURS					Total
	Partners	Senior Manager	Supervisor	Staff	Clerical	
<b>Town's Financial Statement (ACFR) Audit *</b>						
Interim test work	0	0	20	40	0	60
Year-End test work	0	0	60	120	0	180
Report/Review/Supervision	10	40	0	0	10	60
<b>Subtotal</b>	<b>10</b>	<b>40</b>	<b>80</b>	<b>160</b>	<b>10</b>	<b>300</b>
<b>Single Audit **</b>						
Test work	0	0	10	20	0	30
Report/Review/Supervision	2	6	0	0	2	10
<b>Subtotal</b>	<b>2</b>	<b>6</b>	<b>10</b>	<b>20</b>	<b>2</b>	<b>40</b>
<b>Gann (Appropriations) Limit AUP</b>						
Test work	0	0	0	2	0	2
Report/Review/Supervision	0	1	1	0	1	3
<b>Subtotal</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>5</b>
<b>Town's Financial Transactions Report for SCO</b>						
Test work	0	0	0	38	0	38
Report/Review/Supervision	0	1	0	0	1	2
<b>Subtotal</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>38</b>	<b>1</b>	<b>40</b>
<b>Annual Street Report for SCO</b>						
Test work	0	0	0	8	0	8
Report/Review/Supervision	0	1	0	0	1	2
<b>Subtotal</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>8</b>	<b>1</b>	<b>10</b>
<b>Transit Operators Report for SCO</b>						
Test work	0	0	0	8	0	8
Report/Review/Supervision	0	1	0	0	1	2
<b>Subtotal</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>8</b>	<b>1</b>	<b>10</b>
<b>Special District Financial Transactions Report for SCO</b>						
Test work	0	0	0	8	0	8
Report/Review/Supervision	0	1	0	0	1	2
<b>Subtotal</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>8</b>	<b>1</b>	<b>10</b>
<b>TOTAL PROPOSED HOURS:</b>	<b>12</b>	<b>51</b>	<b>91</b>	<b>244</b>	<b>17</b>	<b>415</b>

\*\* Hours proposed are for one (1) major program.

### **Audit Sampling**

For tests of controls, we use audit sampling. Tests of controls are procedures directed towards determining the effectiveness of the design or operation of an internal structure policy or procedures. Audit sampling is typically used for tests of controls and compliance that involve the inspection of documents and reports indicating the performance of the applicable policy or procedures and compliance with the applicable laws and regulations. Sample sizes vary based on the population and risk-based calculations.

### **Type and Extent of Analytical Procedures**

For the audits of the financial statements, we will use analytical procedures as an overall review of the financial information in the preliminary and final stages of the audits. These procedures are designed to assist us in planning our audits and in assessing the propriety of the conclusions reached and evaluating the overall financial statement presentation.

The procedures to be utilized consist of determining expectations for changes to significant revenue, expenditure, and balance sheet accounts, reading the financial statements and related notes, reviewing the budget and related material, and focusing on overall relationships within the financial statements.

Once determined, these are reviewed to evaluate if the changes appear reasonable or require further analysis. For all significant differences, explanations are obtained as to why the situation occurred and additional substantive procedures may be applied, and related evidence is gathered to resolve concerns and questions.

### **Electronic Data Processing Software & AI Technology**

LSL is always at the forefront of technology and finding ways to increase efficiency in our audits. Our goal is to effectively streamline the audit process to make the burden of an audit easier on our clients and ease any technical disagreements.

### **Caseware**

At LSL, we partner with and utilize **Caseware** to perform our audits and retain electronic workpapers and supporting documentation in a fully cloud-based platform. During our preparation, all financial statements and schedules are linked to Caseware and audit documentation, ensuring accuracy and consistency with Town records and eliminating the risk of manual errors.

### LSL Caseware Cloud Portal

Our web-based portal system provides clients with the ability to securely share information in a user-friendly platform. Integrated with **Caseware OnPoint Collaborate**, this state-of-the-art tool enhances collaboration in accounting and auditing. It enables direct communication with clients throughout the audit process for feedback exchange and tracks activities such as audit requests, client uploads, and progress. Access to the secure hub can be restricted to relevant individuals. This tool eliminates the necessity of sending sensitive documents via email, enhancing efficiency. Client dashboards are customizable to meet specific needs.

### Data Extraction & Audit Analytics

We believe software is only as effective as those who know how to use it. That's why we train all our staff and incorporate the use of **Caseware Analytics AI** and **IDEA** into our audit approach. These two complement each other to create a risk-based transaction analysis tool. We utilize them to scan transaction sets, identify exceptions warranting further investigation, and provide additional assurances to our clients. These tools offer users a high-level summary and reduce time spent in transaction analysis by automatically performing multiple tests on the entire transaction set. They assist in identifying duplicate payments, high-risk journal entries, and developing expectations for analytical procedures used during the audit.

### Experience With ERP Systems

Many of our clients have updated their system software with new Enterprise Resource Planning (ERP) systems over the years. We make ourselves available for questions and recommendations, including assistance with the vendor selection process. Our clients' transition to more sophisticated ERP systems has allowed us to gain a better understanding of each system and its unique capabilities. We often obtain read-only access to our clients' software and can work directly within the system. This allows us to provide useful observations and recommendations regarding internal controls and facilitates efficient audit test work. Some of the ERP and Property Tax Systems we have extensive experience with include **Tyler Technologies (Munis, New World, Eden, Incode)**, **One Solution**, **Oracle**, **SAP**, **Infor**, **Megabyte**, and more.

### Determining Laws and Regulations Subject to Audit Test Work

The Laws and Regulations that will be subject to audit test work are determined by the applicable laws, regulations, contracts, and grant agreements which we identify through the understanding we obtain of the Town and our extensive experience with other governmental entities.

### **Drawing Audit Samples for Compliance**

The sampling procedures test the operating effectiveness of an internal control structure policy or procedure by determining how the policy or procedure was applied, the consistency with which it was applied during the audit period, and by whom it was applied. We will draw samples for disbursements, receipts, and payroll when applicable. Each document selected will be tested for various attributes that are designed to verify compliance with different aspects of internal controls and applicable laws and regulations. Additionally, each sample item will be tested for coding to the proper accounts and posting to the general ledger.

### **LSL's Approach to Understanding the Town's Internal Control Structure**

LSL will perform procedures as required by SAS 122-125 to obtain an understanding of the Town and its environment along with assessing the risks of material misstatements in order to gain insight into the internal control structure over the financial statements. Our review will encompass various areas such as financial reporting, cash, revenues and receivables, utility billing, expenses, accounts payable, payroll, capital assets, long-term debt, and grant reporting. We will issue a management letter (SAS 115 Letter) that identifies any significant deficiencies and/or material weaknesses found as required by the Government Auditing Standards.

Our process is to obtain and review the Town's annual budget book, organizational charts, standard operations procedures, manuals, policies, or other written documentation to identify processes and controls for critical transaction cycles. As much as is possible, we attempt to gather the data from the Town's publicly available documents prior to beginning the audit to reduce the workload of the Town's audit staff. Additionally, during Segment 1 of the audit, LSL will conduct interviews with the management of finance and responsible parties of each audit section to understand the processes and controls through observation and discussions. We will also perform sampling transactions as part of a "walk-through" process to verify that the system of control is functioning as per the policies and procedures.

### **Anticipation Of Potential Audit Problems, Roles & Responsibilities of the Town**

Outside of the complexities that arise with the implementation of GASB pronouncements, LSL does not anticipate any audit problems or conflicts in the performance of the services requested in this RFP. Our approach is to partner with our clients to provide information, training, and the resources necessary to successfully implement any new changes in accounting principles.

As mentioned previously, LSL assumes that the Town will provide all necessary information to complete the financial statement and single audits. The LSL team assigned to this engagement will help identify and communicate any pending information needed from the Town that may hinder the engagement's objectives and timely completion. Additionally, LSL assumes that the Town will have closed its books and present auditable general ledger balances.

### **Working Paper Retention and Access**

All working papers and reports will be retained at LSL's expense for a minimum of seven (7) years unless otherwise notified in writing by the Town of the need to extend that retention period. Upon written request, we will make working papers available to parties designated by the Town. Furthermore, we will respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

## **2. INDEPENDENCE**

LSL meets the independence requirements set forth by the U.S. Government Accountability Office's *Government Auditing Standards*. Our partners have no ownership in any other business organization that currently or will potentially provide services, supplies, materials, or equipment to the Town. We annually distribute a listing of our firm's clients to all employees to ensure that any possible independence threats are properly documented and reviewed.

## **3. PEER REVIEW**

Our firm has participated in the AICPA Peer Review Program since its inception. All our peer reviews have covered specific governmental engagements and have received *pass* ratings. Our most recent peer review conducted by Spafford and Landry CPAs is provided on the following pages.



HERE TO MAKE THE COMPLEX SIMPLE.

Patrick D. Spafford, CPA  
Todd C. Landry, CPA

Licensed by the California Board of Accountancy  
Member: American Institute of Certified Public Accountants

### Report on the Firm's System of Quality Control

To Lance, Soll & Lunghard, LLP  
and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Lance, Soll & Lunghard, LLP (the firm) in effect for the year ended May 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

#### Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of the applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

#### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design and compliance with the firm's system of quality control based on our review.

#### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and employee benefit plan audits.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

**Opinion**

In our opinion, the system of quality control for the accounting and auditing practice of Lance, Soll & Lunghard, LLP in effect for the year ended May 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, *pass with deficiency (ies)*, or *fail*. Lance, Soll & Lunghard, LLP has received a peer review rating of *pass*.

*Spafford & Landry, Inc.*

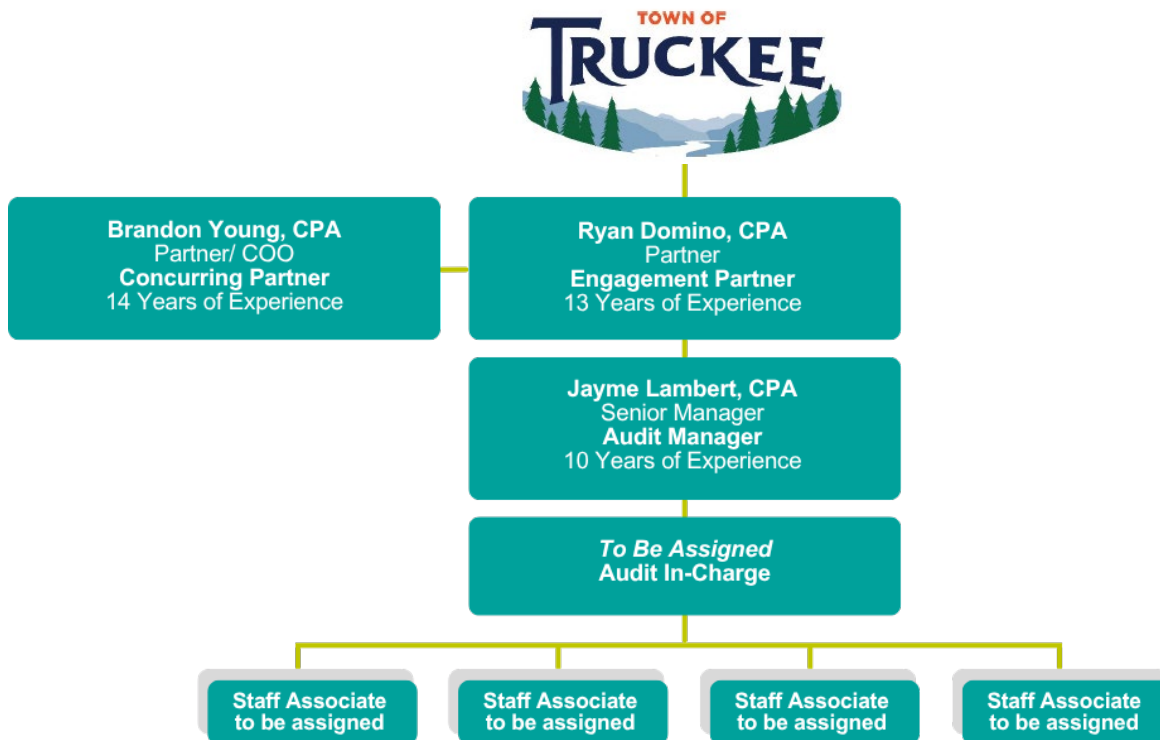
March 30, 2023

#### 4. DESK REVIEW / DISCIPLINARY ACTION

There have been no disciplinary actions against our organization since its inception. There have been no litigations against our firm in the past three years. Our Single Audit reports are desk reviewed either by the federal cognizant agency or the State Controller’s Office acting as the Oversight Agency. LSL has never had a report rejected by any of these agencies and is highly regarded and recognized by the staff of the State Controller’s Office for top-quality reports.

#### 5. EDUCATION

##### Organizational Chart



##### Engagement Team Resumes

Team resumes are available in [APPENDIX B – ENGAGEMENT TEAM RESUMES](#), which details the position of each team member in the firm, their educational background, and their years and types of experience. The resumes also provide information on relevant continuing education completed by the team members during the past three years. Proposed team members will be available for ninety (90) days from the proposal due date. LSL will promptly notify the Town of any changes in key personnel prior to award.

### Continuing Education

At LSL, we strongly emphasize professional development and continuing education to ensure that our team members are up to date on the latest developments in governmental accounting and auditing. As a firm policy, all LSL government staff are required to complete a minimum of 40 hours of continuing education every year, with at least 24 hours in governmental accounting and auditing in a two-year period.

### Additional Resources

The LSL team is comprised of top talent within the industry with comprehensive experience beyond governmental audit, accounting, and advisory services. When you partner with LSL, you gain access to the experience, knowledge, and resources of our entire team, including our consulting and technology teams. We are committed to helping finance departments thrive by providing the guidance, tools, and services that foster lifelong success for your finance team. We encourage our clients to tap into our full professional team of industry and product experts for your full-service consulting and staffing.



Financial & Compliance  
Audits



Consulting, Staffing &  
Training



ERP &  
Other Technologies



Kelly Telford, CPA  
Consulting Partner

Kelly is a respected leader in public finance and is known for being a change agent and thought leader in organizational strategy. She has developed her expertise in public and local government accounting and auditing, financial forecasting, budget development, public utilities, investment management, grant management, human resources, and information technology. She has taught classes for GFOA and CSMFO and has presented at annual conferences for GFOA, CSMFO and GFOAA. She has previously served as Finance Director for the cities of Costa Mesa and Seal Beach as well as the Los Angeles Community Development Agency. Kelly has a proven track record of helping agencies identify operating inefficiencies assisted in departmental reorganizations, identify internal control challenges, completing year-end close procedures, and serving as an outsourced Finance Director. Her practical recommendations are instrumental in helping our team and our clients achieve a high-quality and efficient audit while providing valuable feedback for organizational improvements.

## 6. REFERENCES

LSL is a multi-location firm with formidable resources that provides a personal feel and hands-on client experience.



Ranked #17 on the Orange County Business Journal's CPA Firm Book of Lists



Established in 1929



15 Partners  
4 Principals



180 Employees (and growing!)

### Accounting Today Regional Leader

LSL has again been recognized as an Accounting Today Regional Leader in 2026. The list ranks the top CPA firms that have shown exceptional growth, embraced technology, and who 'think outside the box' when providing solutions.



### INSIDE Public Accounting Award

LSL is honored to be recognized among the Top 300 accounting firms in the nation by INSIDE Public Accounting! Each year, IPA ranks CPA firms based on net revenue, and LSL proudly advanced from #220 in 2024 to #201 in 2025. Our fantastic team and the trust of our valued clients are the driving force behind this upward momentum and continued growth.



### Best of Accounting Award

LSL has consistently secured the ClearlyRated *Best of Accounting* award since 2019. This exclusive program awards accounting firms who demonstrate high-level service of excellence within the accounting industry and solely leverages statistically validated survey responses from our clients.



4.7 based on 646 ratings



### Our Core Values

Our values weren't decided on by management and handed down. Every member of the LSL team worked together to share what values matter most to us. From there, we came up with the following five core values that embody how we approach each other, our work, and our clients.



PURSUE EXCELLENCE



LOVE WHAT YOU DO



LEAD WITH INTEGRITY



ACCOMPLISH MORE TOGETHER



FORWARD THINKING

## GFOA Award Program

LSL understands the significance of obtaining and maintaining the Certificate of Excellence in Financial Reporting from the GFOA. We have prepared financial statements and footnote disclosures for many of our local government clients who have received this award. Our governmental partners, managers, and seniors are closely involved in the preparation of these reports. Clients currently receiving the GFOA award are also noted in [APPENDIX A – CURRENT LIST OF MUNICIPAL CLIENTS](#).

## Single Audit Experience

Our firm has extensive experience in performing Single Audits for local government agencies under the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, Audit Requirements of Federal Awards (Uniform Guidance), and the United States Office of Management and Budget (OMB). [APPENDIX A – CURRENT LIST OF MUNICIPAL CLIENTS](#) also includes a list of government audit clients for which a Single Audit has been performed in the last fiscal year. Additionally, the table below highlights recent examples of federal programs audited by LSL.

Federal Granting Agency	AL #	Name of Program
U.S. Department of Agriculture	10.557	Special Supplemental Nutrition Program for Women, Infant, and Children
U.S. Department of Housing & Urban Development	14.195	Section 8 Housing Assistance Payment Program
U.S. Department of Housing & Urban Development	14.218	Community Development Block Grants/Entitlement Grants
U.S. Department of Housing & Urban Development	14.228	Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii
U.S. Department of Housing & Urban Development	14.239	HOME Investment Partnerships Program
U.S. Department of Housing & Urban Development	14.856	Lower Income Housing Assistance Program Section 8 Moderate Rehabilitation
U.S. Department of Housing & Urban Development	14.871	Section 8 Housing Choice Vouchers
U.S. Department of Transportation	20.106	Airport Improvement Program
U.S. Department of Transportation	20.205	Highway Planning and Construction
U.S. Department of Transportation	20.507	Federal Transit Formula Grants
U.S. Department of Treasury	21.019	Coronavirus Relief Fund (CRF)
U.S. Department of Treasury	21.027	Coronavirus State and Local Fiscal Recovery Funds (SLFRF)
U.S. Environmental Protection Agency	66.458	Capitalization Grants for Clean Water State Revolving Funds
U.S. Department of Health and Human Services	93.563	Child Support Enforcement
U.S. Department of Health and Human Services	93.667	Social Services Block Grant
U.S. Department of Health and Human Services	93.676	Unaccompanied Alien Children Program
U.S. Department of Health and Human Services	93.778	Medical Assistant Program - Medicaid Cluster
U.S. Department of Homeland Security	97.036	Disaster Grants- Public Assistance (Presidentially Declared Disasters)
U.S. Department of Homeland Security	97.067	Homeland Security Grant Program

## References

Five (5) client references are provided in Section [5. REFERENCES](#).

## 7. PERSONNEL POLICIES

### Staff Continuity

To ensure the quality of our staffing, we have established firm policies that prioritize the continuity of engagement teams, except in cases where an employee has left the firm or has been promoted. In the event of any changes in staffing at the Manager position and above, LSL will first seek written permission from the Town.

### Quality of Staff Assurance

LSL is committed to providing the Town with a stable and experienced team that is dedicated to delivering a high-quality audit and exceptional service. We understand the importance of maintaining a strong and reliable team throughout the engagement, and we will work closely with the Town to ensure that any staffing changes are handled with minimal disruption to the continuity of the engagement.

### Workload Accomplishment

Our team at LSL is highly equipped to manage the project workload efficiently. Collectively, the assigned team brings decades of experience in public accounting and auditing, including deep knowledge of California's budget process. Seamless communication and collaboration with our clients are top priorities. Utilizing our structured and segmented approach to the audit, we have a proven track record of delivering high-quality results, meeting proposed budgets and schedules effectively; and leveraging both remote capabilities and on-site presence as needed. We are confident in our ability to devote sufficient time and resources to this project and ensure its successful completion.

### Training Services & LSL Seminars

LSL offers a comprehensive suite of training options including written materials, in-person, online and webinars covering both current topics and foundational concepts. These programs are tailored towards finance department teams to ensure that both clients and staff are informed and prepared in governmental accounting and auditing with continued support throughout. We regularly lead instructional sessions and learning opportunities in financial reporting, internal control risk assessments, and the latest GASB updates delivering the most current information and ideas that impact your industry. These opportunities are made available through our firm to the Town for professional development or continuing professional education credits. Some of the topics include:

Uniform Guidance (UG) Updates	GASB Updates	Addressing Staffing Challenges	ERP Implementation Panel	<a href="#"><u>LSL Back to Basics Series</u></a>
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Back to Basics topics include:

- GASB 101: Compensated Absences
- Capital Assets
- Bank Reconciliations
- Pension & OPEB
- Accounts Receivable
- A/P, Accrued Liabilities, and Long-Term Debt
- Leases & SBITAS

For upcoming webinars, please visit <https://lslcpas.com/webinars/>.

### **Employment Practices**

LSL affirms that it maintains nondiscriminatory employment practices and objectives and conducts all employment-related activities in full compliance with applicable federal, state, and local laws and regulations.

### **8. PRICE**

The pricing is detailed in **6. BID SHEET**.

### **9. INDEMNIFICATION**

As independent auditors, we cannot indemnify the Town for any action arising from the Town's own negligence or malfeasance, whether active or passive. In accordance with the AICPA Code of Professional Conduct and its independence standards, we are unable to indemnify the Town against any claims that result solely from the Town's malfeasance or negligence.

### **10. INSURANCE**

LSL confirms that we will maintain the minimum insurance requirements throughout the entire term of this engagement. We have provided evidence of coverage with the submission of our proposal in **APPENDIX C – COI EVIDENCE OF COVERAGE**, and the actual insurance form will be provided upon the award of contract.

## 4. Employee Profiles



Ryan Domino, CPA  
Engagement Partner

Ryan has a strong technical focus and specializes in governmental accounting and auditing. He currently serves as a technical reviewer for the Government Finance Officers Association (GFOA) and regularly presents at our firm's annual GASB Update and at CSMFO's chapter meetings where he presents and trains on the latest GASB pronouncements. Ryan is an expert on Single Audit planning and execution and holds advanced certification from the AICPA. Ryan provides our clients with a competitive advantage as a member of GFOA's Special Review Committee for the Award for Excellence in Financial Reporting and able to provide valuable insights and recommendations to help organizations achieve excellence in financial reporting.



Brandon Young, CPA  
Concurring Partner

Brandon is an expert in governmental accounting and auditing and trains our government team on the proper implementation of new GASB pronouncements, ensuring that our clients receive the highest level of service and expertise. Brandon is appointed to a 3-year term to serve the prestigious AICPA State and Local Government Expert Panel, further demonstrating his expertise in the field. Brandon also serves on the CalCPA Governmental Accounting and Auditing Committee, specific to the State of California, and he is responsible for numerous white papers and technical clarifications, including those for GASB 68, 75, and 87. His contributions to this committee have helped to shape the accounting and auditing practices of government organizations in California.



Jayme Lambert, CPA  
Audit Manager

Jayme brings over a decade of experience overseeing municipal, water district, special district and not-for-profit audits, in addition to providing consulting services. He manages all stages of the audit cycle with a solutions-oriented approach and technical precision. He oversees the audit engagement and completes technical reviews of financial statements. His expertise is in the knowledge and application of GAAP, Auditing Standards (GAS, GAAS), and the principles of internal accounting controls as it relates to client specific matters. Jayme also leads LSL-sponsored informational webinars on best practices and industry updates.

### SEGREGATION OF DUTIES

Our standard segregation of duties ensures clear accountability and effective oversight for a successful audit: Partners – Hold overall responsibility of the engagement and handle high-level client concerns. They are accountable to sign off on the final report and present the audit results to the governing body and executive management. They also oversee compliance with professional standards as well as LSL firm policies. Concurring Partners assist the detailed reviews and overall project management.

The Concurring Partner may represent the engagement partner in high-level meetings and serve as technical guidance and support for complex audit issues in addition to maintaining client expectations.

**Audit Manager** – Manages day-to-day operations and supervises execution of fieldwork. Serves as an additional point of contact for the client and coordinates with clients to understand applicable laws, regulations, contracts, and grants subject to audit test work. Manages the sampling procedures to assess internal control.

**Audit In-Charge (To Be Assigned)** – Audit testing and associate auditors are overseen by the Supervisor. They also maintain consistency and accuracy in procedures across segments 1 - 3. Documentation for compliance with internal controls and applicable regulations. Verifies coding to properly post to the general ledger during sample testing. Mentors junior staff to maintain audit quality.

**LICENSE TO PRACTICE IN CALIFORNIA**

LSL is a public accounting firm licensed by the State of California Department of Consumer Affairs as a Public Accounting Partnership. Additionally, we are members of the American Institute of Certified Public Accountants (AICPA) and the California Society of Certified Public Accountants (CalCPA). All key members assigned to this engagement are licensed or are in the process of obtaining their license as Certified Public Accountants by the State of California. LSL also affirms that we will obtain and maintain active business licensure with the Town of Truckee upon award of contract.

**5. References**

City of Big Bear Lake	
Contact	Nathan Statham, CFO
Email	<a href="mailto:nstatham@bbldwp.com">nstatham@bbldwp.com</a>
Telephone	(909) 866-5831
Total Hours	400
Dates of Service	2014 - Present
Scope of Work	Audit of the City’s ACFR, which receives the GFOA Award; Single Audit; audit of the City’s BBL Fire Protection District; Big Bear Fire Authority; State Controller Reports: City, NPC, PFA, financing authority; TOT/TBID Audits; AUP over the City’s GANN limit; TOT/TBID AUP
Engagement Partner	Ryan Domino, CPA

City of San Juan Capistrano	
Contact	Ken Al-Imam, Chief Financial Officer / City Treasurer
Email	<a href="mailto:KAlimam@sanjuancapistrano.org">KAlimam@sanjuancapistrano.org</a>
Telephone	(949) 443-6301
Total Hours	400
Dates of Service	2021 – Present
Scope of Work	Audit of the City’s ACFR which receives the GFOA award; Single Audit; Gann Appropriation Limit AUP; Coastal Animal Services Authority (CASA) Audit
Engagement Partner	Ryan Domino, CPA
City of Oceanside	
Contact	Jill Moya, CPA, Financial Services Director
Email	<a href="mailto:jmoya@oceansideca.org">jmoya@oceansideca.org</a>
Telephone	(760) 435-3855
Total Hours	600
Dates of Service	2012 - Present
Scope of Work	Audit of the City’s ACFR, which receives the GFOA Award; Single Audit; Gann Limit AUP; RDA State Controller’s Report; Building Authority; CDC Audit; Public Financing Authority; Ocean Eleven AUP; REAC Submission AUP; Small Craft Harbor District Audit; Ocean Eleven Casino AUP; OPFA Audit
Engagement Partner	Ryan Domino, CPA
City of Carlsbad	
Contact	Zach Korach, Finance Director
Email	<a href="mailto:zach.korach@carlsbadca.gov">zach.korach@carlsbadca.gov</a>
Telephone	760-602-2430
Total Hours	500
Dates of Service	2022 – Present
Scope of Work	Audit of the City’s ACFR, which receives the GFOA Award; Single Audit; Housing REAC Report; State Controller’s Report: City, Street Report
Engagement Partner	Ryan Domino, CPA
City of Dana Point	
Contact	Sea Shelton, Director of Administrative Services
Email	<a href="mailto:sshelton@danapoint.org">sshelton@danapoint.org</a>
Telephone	949-248-3516
Total Hours	350
Dates of Service	2024 - Present
Scope of Work	Audit of the City’s ACFR which receives the GFOA award; Single Audit; Gann Appropriation Limit AUP; Investment AUP
Engagement Partner	Ryan Domino, CPA

## 6. Bid Sheet

### ALL-INCLUSIVE MAXIMUM PRICE

All-Inclusive Maximum Price by Report					
Required Services	2025-26	2026-27	2027-28	Optional 2028-29	Optional 2029-30
Town's Financial Statement (ACFR) Audit *	\$79,000	\$79,000	\$82,950	\$82,950	\$87,100
Single Audit **	\$10,810	\$10,810	\$11,350	\$11,350	\$11,920
Gann (Appropriations) Limit AUP	\$1,220	\$1,220	\$1,280	\$1,280	\$1,340
<b>Subtotal For Year Before Optional Services</b>	<b>\$91,030</b>	<b>\$91,030</b>	<b>\$95,580</b>	<b>\$95,580</b>	<b>\$100,360</b>
Optional Services					
Town's Financial Transactions Report for SCO	\$7,740	\$7,740	\$8,130	\$8,130	\$8,540
Annual Street Report for SCO	\$2,040	\$2,040	\$2,140	\$2,140	\$2,250
Transit Operators Report for SCO	\$2,040	\$2,040	\$2,140	\$2,140	\$2,250
Special District Financial Transactions Report for SCO	\$2,040	\$2,040	\$2,140	\$2,140	\$2,250
<b>Subtotal for Year Including Optional Services Before Discount</b>	<b>\$104,890</b>	<b>\$104,890</b>	<b>\$110,130</b>	<b>\$110,130</b>	<b>\$115,650</b>
<b>Government/Not-For-Profit Discount (30%)</b>	<b>(\$31,470)</b>	<b>(\$31,470)</b>	<b>(\$33,040)</b>	<b>(\$33,040)</b>	<b>(\$34,700)</b>
<b>Total For Fiscal Year</b>	<b>\$73,420</b>	<b>\$73,420</b>	<b>\$77,090</b>	<b>\$77,090</b>	<b>\$80,950</b>

\* Price includes virtual attendance by the audit partner or manager at one (1) public meeting per year. Any additional public meetings requested will be billed separately at our standard hourly rate for the level of staff in attendance. Additionally, any in-person attendance at public meetings will incur additional out-of-pocket costs to be reimbursed for travel, meals, and lodging.

\*\* Price includes one (1) major program. Any additional major programs are \$4,000.

### LSL'S STANDARD HOURLY BILLING RATES

Position	2025-26	2026-27	2027-28	Optional 2028-29	Optional 2029-30
Partner	\$590	\$590	\$620	\$620	\$651
Director	\$465	\$465	\$489	\$489	\$514
Senior Manager	\$410	\$410	\$431	\$431	\$453
Manager	\$350	\$350	\$368	\$368	\$387
Supervisor	\$315	\$315	\$331	\$331	\$348
Senior Accountant	\$250	\$250	\$263	\$263	\$277
Experienced Staff	\$210	\$210	\$221	\$221	\$233
Staff Accountant	\$190	\$190	\$200	\$200	\$210
Clerical	\$110	\$110	\$116	\$116	\$122

## MANNER OF PAYMENT

LSL offers two manners of payment to our government audit clients. The first manner of payment is an upfront payment for the services to be rendered, less a 10% retention. This payment is due upon execution of the professional services agreement or the engagement letter. We apply an additional 5% discount to the overall audit fee for up-front payments.

The second method of payment is that 90% of the total fees are invoiced in equal, monthly installment payments commencing from the month the professional services agreement or engagement letter is executed and scheduled to conclude December each year. If the installment payment method is selected, if the scope of work is concluded earlier than December of each year, the remaining balance becomes due and payable upon completion of the annual scope of work. Under both methods, the final 10% retention is due and payable upon completion of the scope of work. The peripheral reports (e.g., the Single Audit and Appropriations Limit) are invoiced upon completion of the scope of work. Invoices will not be provided on a more than monthly interval.

## Exceptions

LSL raises the following exceptions to the terms and conditions of the Sample Professional Services Contract provided in Attachment A of the RFP.

### SECTION 3.2.3

“All work ... subject to the approval of Town” - incompatible with auditor independence

#### **Problem Clause**

“All work prepared by Consultant shall be subject to the approval of Town.”

#### **Recommended Replacement Language (Audit-Safe):**

Town Review of Deliverables. Town may review and provide comments on deliverables for purposes of confirming factual accuracy, completeness of information provided by Town, and conformance with the agreed scope and administrative requirements. Notwithstanding the foregoing, Consultant (as independent auditor) retains sole responsibility for (i) the nature, timing, and extent of audit/attest procedures; (ii) professional judgments and conclusions; and (iii) the form and content of any auditor’s reports and communications issued in accordance with applicable professional standards. Town shall not approve, direct, or require changes to Consultant’s professional judgments, conclusions, or reports.

### SECTION 3.5.3.1

Ownership/licensing of “Documents & Data” → must carve out audit documentation/workpapers

### **Problem clause**

Town gets a “non-exclusive and perpetual license” to “copy, use, modify, reuse, or sublicense” documents/works of authorship prepared under the agreement.

### **Recommended Replacement Language (Audit-Safe)**

Ownership of Audit Documentation; Client Use of Final Deliverables.

(a) Final Deliverables. Town shall own (or receive a perpetual license to use) the final reports and other final deliverables expressly identified in the Scope of Services as deliverables to Town (e.g., auditor’s reports, management letters, agreed-upon procedures reports).

(b) Audit Documentation and Tools. Consultant’s audit documentation, working papers, schedules prepared by Consultant, audit programs, templates, methodologies, checklists, and other tools or intellectual property used or developed by Consultant in performing the engagement (including drafts and analyses), except for Town records provided to Consultant, remain the property of Consultant and constitute confidential information.

(c) Limited Use. Town’s license does not include the right to edit, modify, or reuse auditor’s reports in a manner that could misrepresent the auditor’s original report or conclusions.

### **SECTION 3.4.1**

Town inspection/audit rights over “any documents ... related to the Agreement” → limit scope; align workpaper access with GAGAS

### **Problem Clause**

Town may “examine, audit, and make transcripts or copies” of records and “any other documents created pursuant to this Agreement,” and inspect “all work, data, documents, proceedings, and activities related to the Agreement” for three years.

### **Recommended Revision (Audit-Safe)**

Records; Audit Documentation.

(a) Administrative/Billing Records. Town may inspect Consultant’s administrative and billing records reasonably necessary to verify invoices and compliance with this Agreement, during normal business hours upon reasonable notice.

(b) Audit Documentation. To the extent the Services include audit/attest services, Consultant’s audit documentation is confidential and remains Consultant’s property. Access to audit documentation will be provided only as required by applicable laws/regulations and professional standards (e.g., to federal/state oversight agencies, cognizant agencies, pass-through entities, or their designees for quality review/oversight purposes), and then under Consultant supervision, consistent with the engagement’s professional standards.

(c) No Client Re-performance Rights. Nothing herein grants Town the right to direct, re-perform, or dictate audit procedures or conclusions.

### SECTION 3.5.3.2

Confidentiality clause needs professional-standards exceptions (peer review, oversight agencies, legal process)

#### Problem Clause

“All ... Documents & Data ... shall be held confidential ... shall not ... be disclosed ... without prior written consent of Town”.

#### Recommended Revision (Audit-Safe):

Confidentiality; Permitted Disclosures.

Consultant shall maintain confidentiality of Town’s nonpublic information obtained during the engagement. Notwithstanding the foregoing, Consultant may disclose information (i) as required by law, regulation, subpoena, or court order; (ii) as required by applicable professional standards; (iii) to Consultant’s peer reviewers, professional practice inspectors, and legal counsel; (iv) to authorized oversight/cognizant agencies or their designees for quality review/oversight purposes; and (v) to subcontractors/service providers subject to confidentiality obligations, solely to perform the Services. Consultant will provide notice to Town of such disclosures when permitted.

### SECTION 3.5.6.1 AND 3.5.6.2

Indemnification / “defend with counsel of Town’s choosing” → common independence red flag

#### Problem Clauses

- Consultant must “defend, indemnify and hold the Town ... harmless ... including ... consequential damages, expert witness fees and attorneys fees” (Section 3.5.6.1).
- Consultant must “defend, with counsel of Town’s choosing” (Section 3.5.6.2).

#### Recommended Revision Approach (Audit-Safe “Narrow Indemnity”)

Indemnification (Limited).

Consultant shall indemnify and hold harmless Town only to the extent a third-party claim is finally determined to arise directly from Consultant’s gross negligence or willful misconduct in performing the Services. Consultant shall not be required to indemnify or defend Town for (i) Town’s negligence or misconduct, (ii) claims arising from Town-provided information that is false, incomplete, or misleading, (iii) claims arising from Town’s acts or omissions, or (iv) consequential, punitive, or special damages to the extent prohibited by law or inconsistent with applicable professional standards.

Defense and Counsel.

Any defense obligation, if applicable, shall not require Consultant to act as an advocate for Town and shall not permit Town to control Consultant's selection of counsel in a manner that could impair Consultant's independence or professional responsibilities.

**Optional additional safeguard (often used in audit engagements):**

Add a client misrepresentation/withholding indemnity (client indemnifies auditor for claims arising from knowing misrepresentations or intentional withholding of information), consistent with risk allocation concepts described in AICPA professional liability resources.

**SECTIONS 3.2.4 AND 3.2.8**

Town right to demand removal of staff → add “no interference with professional judgment/reporting”

**Problem Clauses**

Town can require removal of personnel deemed “uncooperative, incompetent... or [who] fails or refuses to perform the Services in a manner acceptable to the Town.”

**Recommended Revision (Audit-Safe):**

Key Personnel.

Town may request removal of Consultant personnel for objectively reasonable, documented reasons related to (i) workplace safety, (ii) unlawful conduct, or (iii) repeated failure to meet agreed administrative requirements. Town acknowledges that it will not request removal (or otherwise attempt to influence staffing) in a manner intended to affect Consultant's professional judgment, audit procedures, findings, or reporting. Consultant retains responsibility for engagement staffing sufficient to comply with applicable professional standards.

**SECTION 3.5.1.1**

Termination rights → auditor must retain withdrawal rights required by standards

**Problem Clause**

Town can terminate without cause; Consultant may not terminate except for cause.

**Recommended Revision**

Consultant Right to Withdraw for Professional Standards.

In addition to termination for cause, Consultant may withdraw from the engagement if required or permitted under applicable professional standards or ethical requirements, including circumstances involving scope limitations, inability to obtain sufficient appropriate evidence, management noncooperation, or threats to independence that cannot be reduced to an acceptable level with safeguards.

## Appendix A – Current List of Municipal Clients

Current List of Municipal Clients						
Client Name	Client Clas	Contact Person	Services	Years	Phone	
* Barstow	M	Sydney Harris	A1, A2	11	760-255-5115	
Big Bear Fire Authority	S	Kristin Mandolini	A1	9	909-866-5831	
* Big Bear Lake	M	Joseph Toney	A1, A2	27	909-866-5831	
* Brea	M	Monica Lo	A1, A2	13	714-990-7600	
* Burbank	M	Heidi Okimoto	A1, A2	15	818-238-5500	
* Butte County	C	Graciela Gutierrez	A1, A2	1	530-552-3600	
Canyon Lake	M	Aaron Brown	A1, A2	30	951-244-2955	
* Carlsbad	M	Zach Korach	A1, A2	3	760-602-2430	
* Cathedral City	M	Kevin Biersack	A1, A2	15	760-770-0378	
* Chino Hills	M	Nicole Lugotoff	A1, A2	28	909-364-2648	
* Citrus Heights	M	Alberto Preciado	A1, A2	6	916-272-4776	
* Citrus Heights Water District	S	Annie Liu	A1	4	916-735-7703	
* Coachella Valley Water District	S	Karla Romero	A1, A2	12	760-398-2651	
* Culver City	M	Lisa Soghor	A1, A2	1	310-253-6016	
* Dana Point	M	Sheryl Mariano	A1	1	949-248-3516	
* Diamond Bar	M	Jason Jacobsen	A1, A2	15	909-839-7051	
* Downey	M	Francesca Navarro	A1, A2	11	562-904-7265	
Duarte	M	Angela Chiaromonte	A1	1	626-357-7931	
Durham Mosquito Abatement District	S	Anita Weinreich	A1	1	530-518-0364	
* East Bay Municipal Utility District	S	Melody Wang	A1, A2	6	510-287-0280	
* Eastern Municipal Water District	S	Wilma Garriz	A1, A2	4	951-928-3777	
El Dorado County	C	Alison Winter	A1, A2	1	530-621-6729	
* El Toro Water District	S	Vishav Sharma	A1	1	949-599-2504	
* Fullerton	M	Toni Smart	A1, A2	4	714-738-6522	
* Galt	M	Cindy Nguyen	A1	7	209-366-7150	
Grand Terrace	M	Christine Clayton	A1, A2	11	909-824-6621	
Inglewood	M	Sharon Koike	A1, A2	10	310-412-5257	
* Irwindale	M	Lori Svet	A1	30	626-430-2200	
Kress	T	Johnny Taylor	A1	1	806-994-5051	
* La Quinta	M	Claudia Martinez	A1, A2	1	760-777-7055	
* Laguna Beach	M	Shannon Espinoza	A1	1	949-497-0319	
Livingston	M	Happy Bains	A1	4	209-394-8041	
* Lodi	M	Chia Lor	A1, A2	2	209-269-4638	
* Lompoc	M	Christie Donnelly	A1, A2	4	805-875-8283	
* Malibu	M	Renee Neerman	A1	21	310-456-2489	
* Manhattan Beach	M	Julie Bondarchuk	A1	15	310-802-5564	
* Mesa Water District	S	Anthony Phou	A1	3	949-574-1022	
* Monrovia	M	Buffy Bullis	A1, A2	24	626-932-5513	
Monterey Peninsula Airport District	S	Mark Wilson	A1, A2	6	831-648-7000	
* Napa	M	Rajneil (Raj) Prasad	A1, A2	1	707-257-9698	
Nevada City	M	Stephen Erlandson	A1	1	530-265-2496	
* Nevada County	C	Gina Will	A1	1	530-265-1580	
* Newark	M	Krysten Lee	A1, A2	6	510-578-4288	
* Oceanside	M	Jill Moya	A1, A2	16	760-435-3887	
Orange	M	Trang Nguyen	A1, A2	2	714-744-2251	
Orchard Dale Water District	S	Ron Richard	A1	6	562-941-0114	

*Town of Truckee  
Professional Auditing Services*

* Palm Desert	M	Veronica Chavez	A1, A2	8	760-346-0611
* Pasadena	M	Armine Trashian	A1, A2	12	626-744-4000
* Placer County	C	Debbie Chan	A1, A2	1	530-889-4180
* Rainbow Municipal Water District	S	Rick Aragon	A1	5	760-728-1178
* Rancho Cucamonga	M	Caroline Cruz-Contreras	A1, A2	47	909-774-2434
Rolling Hills	M	Robert Samario	A1, A2	16	310-377-1521
* Rosemead	M	Maria Teresita Anson	A1, A2	7	626-569-2146
* Roseville	M	Kyle Horton	A1, A2	4	916-774-5526
* Sacramento Transportation Authority	S	Dustin Purinton	A1	2	916-323-0894
* San Bernardino Municipal Water Depart	S	Cynthia Mouser	A1, A2	6	909-453-6010
* San Clemente	M	Jacob Rahn	A1, A2	7	949-361-8360
* San Joaquin Council of Governments	S	Lynette Castle	A1, A2	6	209-235-0454
San Juan Capistrano	M	Ken Al-Imam	A1, A2	4	949-493-1171
* San Marino	M	Hillary Guirola-Leon	A1, A2	32	626-300-0708
* Santa Monica	M	Steve Gomez	A1, A2	9	310-458-8272
* Shasta County	C	Nolda Short	A1	1	530-245-6657
* South Coast Air Quality Management Dis	S	Susanna Leung	A1, A2	2	909-396-2623
Stanislaus Council of Governments	S	Jean Foletta	A1	1	209-525-4891
Sutter County	C	Nathan Black	A1, A2	6	530-822-7127
* Three Valleys Municipal Water District	S	Jose Velasquez	A1	17	909-626-5568
* United Water Conservation District	S	Brian Zahn	A1	2	805-695-3870
* Vacaville	M	Ken Matsumiya	A1, A2	5	707-449-5180
* Vallejo	M	Rekha Nayar	A1, A2	6	707-648-5433
* West Sacramento	M	Becky Robertson	A1, A2	2	916-617-4584
Woodland	M	Kimberly McKinney	A1, A2	5	530-661-5849
Yolo County	C	Tom Haynes	A1, A2	6	530-666-8162
* Yorba Linda Water District	S	David Christian	A1	3	714-961-7140

**Client Codes:**

C - California County

M - California Municipality (City)

S - California Special District or Other Government

T - Texas Municipality (City)

**Service Codes:**

A1 - Audit Under *Government Auditing Standards*

A2 - Single Audit Act Engagement

\* Participated in the GFOA Award Programs and has received or anticipates receiving outstanding awards

Appendix B – Engagement Team Resumes



## Ryan Domino, CPA, Partner

ENGAGEMENT PARTNER

### ACHIEVEMENTS

Ryan currently serves as a technical reviewer for the Government Finance Officers Association (GFOA), and has been a presenter for CSMFO's annual conference and various chapter meetings. He has been involved with teaching current audit and accounting-related material at LSL's in-house training seminars, and annual GASB Update.

### CONTINUING EDUCATION

As a firm policy, all LSL government staff are required to complete a minimum of 40 hours of continuing education every year, with at least 24 hours in governmental accounting and auditing in a two-year period. Ryan meets the requirements for Government Auditing Standards in governmental CPE.

### EXPERIENCE

Ryan has over 11 years of experience in governmental auditing including financial statement audits, preparation of Annual Comprehensive Financial Reports, Housing Successor compliance audits, TDA compliance audits, Single Audits, Federal Student Financial Aid audits, and various consulting and agreed-upon procedures projects.

Ryan is one of the firm's leaders in ensuring audit quality control and Government Practice training for staff. He is a regular presenter at the firm's annual GASB Update where he has presented training to our clients on the latest GASB pronouncements and has been a presenter for CSMFO's chapter meetings and the annual CSFMO Conference.

Some of his presentations have covered:

- General auditing in accordance with GAGAS
- Accounting for capital assets
- GASB Statement Nos. 89, 90, 91, 94, 100, 101, and 102
- Fraud risks and internal controls

### MEMBERSHIPS

AICPA, CalCPA, CSMFO, GFOA, GFOAT

### EDUCATION

Bachelor of Arts Degree in Business Administration, with an emphasis in Accounting – California State University, Fullerton

### LICENSES & CERTIFICATIONS

Certified Public Accountant  
California  
Texas

AICPA Advanced  
Single Audit Certificate

### AUDIT ENGAGEMENTS

City of Agoura Hills, CA  
City of Big Bear Lake, CA  
City of Brea, CA  
City of Burbank, CA  
City of Carlsbad, CA  
City of Cathedral City, CA  
City of Chino Hills, CA  
City of Dana Point, CA  
City of Kress, TX  
City of La Quinta, CA  
City of Lompoc, CA  
City of Monrovia, CA  
City of Moorpark, CA  
City of Oceanside, CA  
City of Orange, CA  
City of Palm Desert, CA  
City of Rialto, CA  
City of Rosemead, CA  
City of San Clemente, CA  
City of San Juan Capistrano, CA  
City of Santa Monica, CA  
Monterey Peninsula Airport District  
Orange County Water District  
Orchard Dale Water District  
Rainbow Municipal Water District  
San Bernardino Muni. Water Dept.  
Three Valleys Muni. Water District  
United Water Conservation District  
Yorba Linda Water District



## **Brandon Young, CPA, Partner/ COO**

CONCURRING PARTNER

### **ACHIEVEMENTS**

Brandon is an expert in Governmental Accounting and Auditing, with over 13 years of experience serving a wide range of clients. He is appointed to serve on the prestigious AICPA State and Local Government Expert Panel, with a three-year term that began in May of 2023, and also has served on the CalCPA Governmental Accounting and Auditing Committee since 2018.

### **CONTINUING EDUCATION**

As a firm policy, all LSL government staff are required to complete a minimum of 40 hours of continuing education every year, with at least 24 hours in governmental accounting and auditing in a two-year period. Brandon meets the requirements for Government Auditing Standards in governmental CPE.

### **EXPERIENCE**

Brandon has performed all phases of governmental audits with numerous presentations to City Councils, Board of Supervisors, Board of Directors, and Audit Committees over the past thirteen years. He routinely presents at CSMFO, local chapter meetings and CalSACA on current accounting and auditing material. He also regularly teaches current audit and accounting-related material at LSL training seminars, webinars, and client education workshops and training events.

His work has entailed:

- The preparation of the ACFR for entities involved in CSMFO and GFOA in the U.S.
- Audit review and technical assistance throughout the year to deliver the most up-to-date information with current GASB pronouncements
- Presentation of audit results to Audit Committees or others charged with governance
- Risk assessment and evaluation of internal controls with COSO and Federal Green Book
- Single Audits in accordance with new Uniform Guidance

### **MEMBERSHIPS**

AICPA, AICPA SLG Expert Panel CalCPA, CalCPA State GAA, CSMFO, GFOA

### **EDUCATION**

Bachelor of Arts Degree in Accounting, Magna Cum Laude –  
Vanguard University

### **LICENSE**

Certified Public Accountant  
California

### **ENGAGEMENTS**

City of Chula Vista  
City of Citrus Heights  
City of Dixon  
City of Lodi  
City of Galt  
City of Livingston  
City of Menlo Park  
City of Newark  
City of Pasadena  
City of Pleasanton  
City of Riverside  
City of Roseville  
City of Santa Monica  
City of Shafter  
Coachella Valley Water District  
County of Placer  
County of Nevada  
County of Sutter  
County of Yolo  
East Bay Municipal Utility District  
GDPUD  
Inland Empire Utilities Agency  
Monterey Peninsula Airport District  
Orange County Water District  
San Joaquin Council of Gov.  
Santa Clarita Valley Water Agency  
Union Sanitary District



## **Jayme Lambert, CPA, Senior Manager**

AUDIT MANAGER

### **ACHIEVEMENTS**

Jayme oversees municipal, water districts, special districts and not-for-profit audits, as well as providing consulting for our clients. He manages our audit engagements and completes technical reviews of financial statements. He brings with him extensive experience, knowledge, and application of GAAP, Auditing Standards (GAS & GAAS), and the principles of internal accounting controls as it relates to client-specific matters.

### **CONTINUING EDUCATION**

241 total hours over the last three years, 202 of which were in governmental accounting and auditing subjects. Jayme meets the requirements of governmental CPE Government Auditing Standards.

### **EXPERIENCE**

With 10 years of experience, Jayme has performed all phases of our government audits, including water districts, other special districts, ACFR audits, successor agency audits and Single Audits.

Jayme Lambert actively contributes to LSL's processes by presenting and speaking at GFOAA conferences in Alabama. Additionally, Jayme leads LSL-ran informational webinars organized to inform and protect on industry updates.

His work has entailed:

- Assisting in the preparation of the Annual Comprehensive Financial Report
- Performing analytical and substantive audit procedures on account balances
- Planning the nature, timing and extent of procedures involved in the audit process
- Assisting clients with the preparation and review of GASB 68, 75, and 84 journal entries
- Review of capital asset, debt service, federal and state award schedules

### **MEMBERSHIPS**

AICPA, ASCPA

### **EDUCATION**

Bachelor of Science in Accounting –  
University of Alabama at Birmingham

### **LICENSE**

Certified Public Accountant  
Alabama

### **ENGAGEMENTS**

Big Bear Fire Authority  
City of Barstow  
City of Big Bear Lake  
City of Carlsbad  
City of Citrus Heights  
City of Culver City  
City of Cypress  
City of Dixon  
City of Fullerton  
City of Galt  
City of Indio  
City of Lake Elsinore  
City of Lathrop  
City of Menlo Park  
City of Oceanside  
City of Pasadena  
City of Pomona  
City of Rolling Hills  
City of Vacaville  
City of Woodland  
Santa Clarita Valley Water Agency





**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
10/08/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

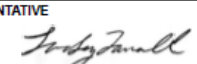
<b>PRODUCER</b> The Liberty Company Insurance Brokers Lic #0D79653 5955 De Soto Ave, Ste 250 Woodland Hills CA 91367		<b>CONTACT NAME:</b> Mark Wright <b>PHONE (A/C, No, Ext):</b> (888) 918-3960 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> mark.wright@libertycompany.com	
<b>INSURED</b> LSL, LLP 500 Technology Dr Ste 350 Irvine CA 92618		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Hartford Underwriters Insurance Company <b>INSURER B:</b> Insurer Varies by Jurisdiction (Hartford Casualty) <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 30104 29424	

**COVERAGES**      **CERTIFICATE NUMBER:** 25-26      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADUL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Y	57SBABE9C78	10/12/2025	10/12/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/OP AGG \$ 4,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			57SBABE9C78	10/12/2025	10/12/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		Y	57SBABE9C78	10/12/2025	10/12/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	57WECAZ7TWB	10/12/2025	10/12/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  PROOF OF COVERAGE	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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